



U.S. Department of the Interior
"To-Be" Trust Business Model
Process Template

Title: Document Support for the Plan

Identify the process in the "Verb Noun" format. (Ex: Maintain Ownership)

Process Number

P.2.4.2

1. Process Definition *Provide an overview of the process and define its starting and ending points*

1.1 Starts With	Review feedback to the proposed plan.
1.2 Process Overview	<p>If the plan is a wide-area plan, such as an Integrated Resource Management Plan (IRMP), an attempt is made to contact all the beneficiaries represented within the plan's boundaries and notify them a public meeting on the plan will be held. Documentation of beneficiary support for the plan is not required, but a "best attempt" is made to solicit input and feedback from all interested parties.</p> <p>If the plan is a program-area plan, beneficiary support for the plan is documented as follows:</p> <ul style="list-style-type: none">• If a single tribe owns the land and natural resources within the program area, then a tribal official documents support for the plan.• If a formally organized tribal or allottee consortium represents the land and natural resource owners with the program area, then plan support is documented in accordance with the consortium decision-making process.• If a combination of multiple individual Indians and tribes owns the land and natural resources within the program area, then the following documentation of support is obtained:<ul style="list-style-type: none">○ A BIA line official documents support of the plan on behalf of the multiple individual Indian owners (usually fractionated interest owners), and○ A tribal official on behalf of his/her tribe documents support for the plan.
1.3 Stops With	Documented beneficiary support for the plan.

2. Trust Business Objectives *Identify the Comprehensive Trust Model strategic goals and business objectives to which this process contributes.*

Goal/Objective
Goal 2: Tribal self-governance and self-determination that increase participation in managing assets
Goal 4: Land and natural resources management that maximizes return while meeting beneficiary desires
Objective 4.1 Land and natural resource asset plans and stewardship strategies: Develop land and natural resource asset plans and stewardship strategies.



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Goal/Objective

Objective 4.2 Preservation and protection of land and natural resource assets: Preserve and protect the long-term viability of land and natural resource assets consistent with fiduciary duties and with the beneficiaries' intended use of the assets.

Objective 4.3 Land and natural resource asset business management: Manage land and natural resource assets effectively and proactively to obtain fair market value for beneficiaries and to incorporate beneficiary requirements.

Objective 4.4 Appraisals: Obtain appraisal information, as needed, on trust and restricted lands for tribal and individual Indian owners, using methods and techniques that meet professional standards.

Objective 4.5 Fractionation strategy: Develop and implement a resolution which reduces or eliminates the exponential increase in the number of ownership interests in land.

3. How should Beneficiaries be involved in this process?

Beneficiary Involvement

The beneficiary documents support of the plan.

4. Organizations, Offices and Roles. Identify the DOI organizations and related roles that should be involved in performing the process.

4.1 DOI Organizations. Identify the DOI organizations, offices and individual roles that contribute to this process.

DOI organizations include the Office of the Secretary, BIA, OST, BLM, MMS, OHA, OSM among others.

Offices include Central Offices, Regional Offices, Agency(Field) Offices, etc.

All individual roles that contribute, in a significant manner, should be identified.

Organization	Office	Role	Contribution
Tribes	Tribal Office		Provide feedback and support for the plan.
BIA	Regional Office Agency/Field Office		Coordinate approvals process.
BIA	Regional Office Agency		Recommend approval.
OST	Regional Office Agency		Recommend approval.



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4.2 External Organizations. Identify the non-DOI organizations that support the execution or control of this process.

External Organization	Contribution
None	

5. Event(s) Identify the events or conditions that start the process. Describe each event and indicate the frequency (daily, monthly, quarterly, etc.) in which each event is expected to occur. An event may be an external interaction (a beneficiary submits an application), the expiration of a period of time (a lease is due to expire in 90 days), or the realization of some pre-defined threshold (an IIM account reaches the automatic disbursement threshold).

Event	Description	Estimated Frequency
None		

6. Inputs and Outputs. Identify and describe all inputs and outputs related to this process. Inputs are information or materials used during the execution of the process; outputs are materials or information produced by the process.

6.1 Inputs

Input	Description
A proposed plan, including environmental documentation if required	
Beneficiary feedback	After review of draft documentation, beneficiary adds/changes/ deletes will be incorporated in the plan.

6.2 Outputs

Output	Description
A plan supported by the beneficiaries	

7. Fiduciary and Legal Obligations and Controls

7.1 Obligations

Identify and describe the legal and fiduciary obligations that impact this process. For each obligation, indicate the document or commitment that defines the obligation and the citation (paragraph or section) within the document that pertains to this process.



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Obligation	Source	Business Impact
See Schedule 1 Attached		

7.2 Controls

Identify and describe any controls (enforcement mechanisms) that may be used to ensure that the process adheres to obligations and internal process requirements. Controls may be reviews, audits, segregated duties, etc. Indicate the reason that each control should be introduced (name the obligation that a control is intended to enforce; indicate any controls required to ensure consistency or reliability).

Control	Reason	Description
Beneficiary plan support signatures	Ensure review has occurred and support for the plan exists.	

8. Mechanisms (Systems of Record) Identify the mechanisms, or systems, that are needed to support the process (ex: Ownership, Leasing, Workflow Management, Office Filing System, etc.). Indicate the information and activities, relevant to this process, that each system supports.

System Name	Support
None	

9. Inter-Process Relationships Identify other trust processes that are related to this process (either predecessors or successors). If applicable, indicate the condition under which the processes are related.

9.1 Predecessors. Predecessors are processes that either produce information required by this process or that result in the need to execute this process.

Process No.	Name	Condition of Relationship
P.2.4.1	Request Environmental Clearances & DOI Approvals	After DOI approves the plan, beneficiary support for the plan will be documented.
B.6.2.2	BRDM: Beneficiary Involvement in Planning	Solicit documented beneficiary support for the plan.



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9.2 Successors. *Successors are processes that either use information produced by this process or that must be executed as a result of performing this process.*

Process No.	Name	Condition of Relationship
B.6.2.2	BRDM: Beneficiary Involvement in Planning	Solicit documented beneficiary support for the plan.
P.2.5	Issue the Plan	After DOI approval and beneficiary support for the plan has been documented, the plan is ready for dissemination to interested parties.

10. Comments *Summarize any discussion, problems, issues or recommendations that should be considered when reviewing process performance. Category Values (Note, Best Practice, Decision, Problem, Issue, Recommendation)*

Category	Comment
	None